

FOREIGN BROADCAST INFORMATION SERVICE

P.O. Box 2604
Washington, D.C. 20013

19 AUG 1988

[Redacted]

STAT

Dear [Redacted]

STAT

I wish to extend my appreciation and that of the Daily Reporting Division front office for your exceptional work during your first year as a summer employee with FBIS. You have made a valuable contribution to the Division front office in several ways: creating databases and spreadsheets on TDY training expenses; reorganizing Division files; updating Division reference materials; and filling in for the Division secretary while the latter was on leave. Those who you worked for noted your enthusiasm and mature attitude in all that you did.

I hope that you have enjoyed this summer as much as Division personnel have enjoyed having you here and hope that you will return during your Christmas vacation. Please accept our best wishes for a successful and healthy school year.

Sincerely,

STAT

[Redacted Signature]

Deputy Director

Distribution:

Orig - Addressee

1 - DD/FBIS

1 - AC/Ops

2 - C/DRD

1 - C/PB for 201 [Redacted]

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